



STAFF REPORT

Meeting Type: Board of Directors
Title: Amendment No. 1 to Professional Services Agreement with Environmental Science Associates (ESA) for the Nicasio Hydrology Study
From: Paul Sellier, Director of Water Resources
Through: Ben Horenstein, General Manager
Meeting Date: March 17, 2026

TYPE OF ITEM: X Action Information

RECOMMENDATION: Approve Amendment No. 1 to the Professional Services Agreement No. 6494, with ESA to develop a long-term maintenance plan and to provide regulatory and permitting services in support of managing conditions in Nicasio and Halleck creeks for an additional amount not to exceed \$354,659, which includes a ten percent contingency, increasing the total contract amount to \$742,344; and, Authorize the General Manager to execute the contract amendment

SUMMARY: On November 18, 2025, the Board of Directors approved a Professional Services Agreement with ESA in the amount of \$387,685 to review the potential for immediate action and to develop an integrated creek and watershed model. The model will allow the District to assess the causes of localized flooding and develop potential management actions. Amendment No. 1 will add design scope services and fees to further refine the model to support determination of maintenance triggers and thresholds, develop the long-term maintenance plan and regulatory permitting support for maintenance work in 2026. These additional services in the amount of \$354,659 (including 10 percent contingency) will increase the previously approved contract amount of \$387,685 to a new not to exceed amount of \$742,344.

DISCUSSION: In response to concerns raised by property owners upstream of Nicasio Reservoir, the District authorized ESA to develop a hydrologic model to understand existing conditions, causes and contributors to upstream flooding. ESA has been collecting survey data to develop the creek profile, has placed gages to monitor the depth of water in the creek and will install a flow gage on Nicasio Creek where Nicasio Creek Rd crosses Nicasio Creek by the end of March. The flow gage was intended to be installed earlier in the year but there was a delay from the manufacturer. The survey data will likely have gaps in some areas of the creek where the District was not granted access by residents. While gaps in the data are not ideal, the creek is relatively flat in these areas and likely topography can be estimated without significant impacts to model accuracy.

As requested by staff anticipating the next steps for maintaining the creek, ESA has submitted a scope of work that includes developing a long-term maintenance plan that will be informed by the hydrologic study and a more immediate plan to implement maintenance work in summer/fall of 2026. Obtaining permits for work in the creek in 2026 will be challenging as the permit approval process can be lengthy. However, if the short-term work is targeted and relatively small in scale, then staff expect that there is a better chance to obtain the permits for work by the end of September 2026, which would allow staff to undertake the work that will be undertaken in October 2026, or as soon as permits are in hand.

The proposed amendment adds the services necessary to develop the long-term Maintenance Plan and to support the permitting process for short-term work staff is anticipating in 2026.

ENVIRONMENTAL REVIEW: Given the timing, the short-term work will be developed to comply with CEQA exemptions, and the Long-Term Maintenance plan will likely require a separate CEQA analysis to be undertaken once the plan is developed and approved.

FISCAL IMPACT: The original Professional Services Agreement with ESA was approved in the amount of \$387,685. Amendment No. 1 will increase the contract amount by \$354,659 to provide services to develop the long-term maintenance plan and to support the permitting process for short-term work to be accomplished in 2026, resulting in a revised total contract amount of \$742,344. Funding for this work is available in the approved budget.

ATTACHMENT(S):

1. Proposed Amendment No. 1 – Scope of Services & Fee

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Water Resources	 Paul Sellier	 Ben Horenstein
	Water Resources Director	General Manager